

JEFFERSON DAVIS PARISH SCHOOL BOARD
AUGUST 17, 2023

The Jefferson Davis Parish School Board met in Regular session on Thursday, August 17, 2023 at 6:00 p.m. at 203 E. Plaquemine Street, Jennings, LA 70546, with the following School Board members present: President, Paul Trahan, Members, Vice-President, Phillip Arceneaux, Greg Bordelon, Malon Dobson, Blake Frey, Janet Jones, Summer LeJeune, Greg Patterson, Blake Petry and Russell Walker .

Absent: Charles Bruchhaus, David Doise and Paula LeJeune

Legal Counsel Present: Lauren Heinen

The meeting was called to order by President Trahan.

An invocation was given by Boardmember, Mrs. Janet Jones, followed by the Pledge of Allegiance to the U.S. flag led by Bus Operator, Mr. Peter LeBlanc.

Board member Mr. Greg Bordelon and Superintendent Hall recognized Bus Operator, Mr. Peter LeBlanc for beginning his 50th year as a Bus Operator in Jefferson Davis Parish.

Roll call was done by Mrs. Debbie Abshire. Mrs. Abshire verified that there were no request for virtual link or public comment.

Motion by Mr. Arceneaux, seconded by Mr. Dobson and unanimously carried to approve the School Board minutes of the Regular meeting on July 20, 2023.

Motion by Mrs. Jones, seconded by Mr. Patterson and unanimously carried that the Board call for a vote to take care of items of business not listed on the original agenda or to change the order of topics to be addressed and to add items not on the original agenda.

PRESENTATION

- A. Representatives from the LSU Cooperative Extension Service addressed the board, presenting the annual 4-H report.

FINANCE COMMITTEE:

The following recommendations were made by Mr. Phillip Arceneaux, Finance Committee Chairman, that the School Board:

Grant permission to WHS to accept the following donations:

- 1. To WHS Band for uniform costs:
 - A. Knights of Columbus \$500.00
 - B. 90 One Stop \$100.00
 - C. JD Bank \$200.00
- 2. Welsh Greyhound Backers \$4,173.00 to WHS Football. Funds to be used towards helmet cost.

Motion seconded by Mr. Frey and unanimously carried.

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Grant permission to pay for the Fall and Spring tuition for dual enrollment students at McNeese. Fees will be covered with SCA (Supplemental Course Academy/Course Choice funds). Motion seconded by Mr. Dobson and unanimously carried.

Grant permission to WES to accept the quote of \$26,595.00 from Office Centre-Teacher's Pet to purchase and install new 2nd grade playground equipment. Other quotes received from Planet Recess (\$39,169.14/\$43,466.14) and HAHN Enterprises (\$48,158.00). To be paid from CSD Contingency #1 Funds. Motion seconded by Mr. Frey and unanimously carried.

Grant permission to Mrs. Sharon Ardoin to accept the following donations to the McKinney-Vento Homeless Program:

- A. Ochsner American Legion Hospital in Jennings, OB/GYN Clinic in Jennings, and the Ochsner Health Center in Lake Arthur for participating in a Back-to-School supply drive. Donations included backpacks, kinder mats, notebooks and various other school supplies.
- B. Gifting Grace Project in Lafayette, LA (337-321-3356) for donating 63 backpacks filled with school supplies. The estimated cost of the donation is \$40 per book sack for a total of \$2,500.
- C. Southwest LA Soul softball team out of Southwest Louisiana for the donation of various school supplies.

All donations will be used to help students in the McKinney-Vento Homeless program as well as other students in need of assistance. Motion seconded by Mrs. S. LeJeune and unanimously carried.

Grant pre-approval to Lacassine High School to use \$250,000 of contingency funds for the land improvements/construction of the baseball and softball field complex. Proof of secured funding is required in order to go out for bids. Board approved donated funds will also be used to cover expenses. Bids will be presented for board approval at a later date. Motion seconded by Mr. Petry and unanimously carried.

Approve the recommendation of the Superintendent to issue a one-time pay supplement from ESSER II and III funds, pending approval from LDOE. It will be issued to all active, permanent, employees of the School Board that are employed as of the close of business on September 1, 2023. The amount budgeted will be an estimate, based off of the prior year stipend issued. Supplement of \$1,500.00 for certified and \$1,000.00 for support at an estimated total of \$1,496,400.00:

1. Certificated personnel whose job requires an advanced degree receive a gross supplement of \$1,500.00 per full-time position,

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subject to any applicable index, with the total cost expensed from ESSER, including all employer payroll benefits (taxes and retirement). Part-time personnel will receive one-half of the full-time distribution.

2. Support personnel receive a gross supplement of \$1,000.00 per full-time position, subject to any applicable index, with the total cost expensed from ESSER, including all employer payroll benefits (taxes and retirement).

Part-time personnel will receive one-half of the full-time distribution. This one-time supplemental paycheck will be distributed on September 15, 2023, and it will be subject to all required employee deductions for retirement, income tax withholding, etc.

Motion seconded by Mrs. S. LeJeune and unanimously carried.

Grant permission to the Maintenance Supervisor, Mr. Sean Richard, to seek quotes for lawn maintenance of the old JES and WEIC locations. The awarded quote will be good from August of 2023 to July 2024. If, at any time during August of 2023 to July of 2024, either of the properties are sold or ownership is transferred then the contract becomes null and void for that particular location. Motion seconded by Mr. Bordelon and unanimously carried.

Approve Budget Revision #1 for the 2022-2023 General Fund, Special Revenue Maintenance Funds, Special Revenue Federal Funds and the School Food Service Funds as presented by the Director of Finance, Christin LeGros. Motion seconded by Mrs. S. LeJeune and unanimously carried.

Adopt the 2023-24 Jefferson Davis Parish School Board Annual Operating Budget and the accompanying Budget Resolution as presented by the Director of Finance, Christin LeGros. A public hearing regarding the budget was held on Tuesday, August 15, 2023 at 4:00 p.m. in the Boardroom as required by law.

BUDGET RESOLUTION

Resolution adopting an Operating Budget of Revenues and Expenditures for the General and Special Revenue Funds, for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024. BE IT RESOLVED by the Jefferson Davis Parish School Board in general session convened that:

SECTION 1: The attached detailed estimates of revenues for the Fiscal Year ending June 30, 2024, be and the same is hereby adopted to serve as an Operating Budget of Revenues, for the General Fund, Special Revenue - Maintenance Funds, and the Special Revenue - Federal Funds during the same period.

SECTION 2: The attached estimates of expenditures by departments for the Fiscal Year ending June 30, 2024, be and the same is hereby adopted to serve as a Budget

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of Expenditures, for the General Fund, Special Revenue - Maintenance Funds, and the School Lunch Fund during the same period.

SECTION 3: The adoption of the Operating Budget of expenditures be and the same is hereby declared to operate as an appropriation of the amount herein set forth within the terms of the budget classification for the General Fund, Special Revenue - Maintenance Funds, and the School Lunch Fund.

SECTION 4: The appropriation for all other Special Revenue - Federal Funds Budgets presented herein shall be in accordance with budgetary expenditure limits and classifications approved by the Department of Education, the State Board of Elementary and Secondary Education, or any other appropriate state or federal agency, with such approval by these agencies representing full permission to expend funds accordingly.

SECTION 5: Each school within the parish has permission to expend its own School Activity Account funds for the normal operating needs of the school, including individual purchases in excess of \$10,000, without first seeking approval from the School Board so long as all other fiscal policies of the School Board are followed.

SECTION 6: Amounts are available for expenditure only to the extent they are included within the 2023-2024 budget.

Passed and adopted at Jennings, Louisiana on this 17th day of
August, 2023.

ATTEST:

Paul Trahan, President

John G. Hall, Secretary

Motion seconded by Mr. Walker. After discussion, motion made by Mr. Bordelon , seconded by Mr. Patterson and unanimously carried to Table the Motion.

Grant permission to WAR the following repairs to the band room: replace walls, Put roof enclosures, recoat roof and prime, paint walls, repair athletic storage/boys locker room pod, install rubber enclosures, coat entire roof with Silver Dollar Roof Coating. Also, the following repairs to the Science Lab Pod: recoat the roof, install rubber enclosures, remove damaged tile and install new ceiling tile. Total cost of the project with materials totals \$8,960.00. Work to be done by Affordable Hardwood Millworks, Cabinets, Renovations Commercial Renovations and Jeff Davis Parish Maintenance Department. To be paid from CSD Contingency #1 funds. Motion seconded by Mr. Petry and unanimously carried.

Grant permission to WAR to remove existing carpet and replace with tile at a cost of \$7,650.00 from Tina's Flooring. To be paid from CSD Contingency #1 funds. Motion seconded by Mr. Frey and unanimously carried.

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Grant permission to sell to Miguez Funeral Home at the appraised value of \$16,500.00 the following Jefferson Davis Parish School Board Property located adjacent to the Lake Arthur Elementary School:

Lots 4, 5, and 6 of Bk 11 Edgewood Add.

And grant permission to Superintendent Hall to sign all necessary legal documents needed for required sale. Proceeds from sale to go to Maint. #1. Motion seconded by Mr. Walker and unanimously carried.

Grant permission to approve the following changes for Computer Technician II and Computer Technician III requirements for the Computer Technician II and Computer Technician III pay scale:

Current: Computer technicians with successful completion of Comptia A+ Core 1 Certification enter as Technician II on the computer technician pay scale. (7/15/21)

Proposed Change: Computer technicians with successful completion of a 2-year technical degree or Associate's degree in Computer Science or Information Systems Technology or successful completion of Comptia A+ Core 1 Certification enter as Technician II on the computer technician pay scale. In order for Computer Technician II to advance to Computer Technician III, Comptia A+ Core 2 Certification or equivalent certification must be Obtained.

Current: Computer technicians with successful completion of Comptia A+ Core 1 and Core 2 Certification enter as Technician III on the computer technician pay scale. (7/15/21)

Proposed Change: Computer technicians with successful completion of a 4-year Bachelor's Degree in Computer Science or Information Systems Technology or successful completion of Comptia A+ Core 1 and Core 2 Certification or equivalent certification enter as Technician III on the computer technician pay scale.

Motion seconded by Mrs. Jones and unanimously carried.

Grant permission to WHS to accept the following donations:

1. Welsh Greyhound Backers \$1,800.00 to WHS Football. Funds to be used towards sending players to lineman camp.
2. Sam Fontenot State Farm \$500.00. Funds to be used towards purchase of reward t-shirts for ACT testers.

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Motion seconded by Mr. Frey and unanimously carried.

Grant permission to JHS to accept the following donation:

1. Jennings Quarterback Club \$2,175.00. Funds to be used to cover the cost of purchasing Sports Drone System - Coaches Video.

Motion seconded by Mr. Patterson and unanimously carried.

POLICY COMMITTEE

The following recommendations were made by Mr. Russell Walker, Policy Committee Chairman, that the School Board adopt the following new policies:

1. These policy changes are recommended by Forethought Consulting:

1. **TELECONFERENCE/REMOTE PARTICIPATION IN SCHOOL BOARD MEETINGS:**

File: BCAD

Effective: upon approval

The Teleconference/Remote Participation in School Board Meetings policy has been revised to reflect statutory language included in La. Rev. Stat. Ann. §42:17.2.1, which states that a member of a public body with a disability recognized by the Americans with Disabilities Act shall be allowed to participate and vote in a meeting via electronic means, as defined in La. Rev. Stat. §42:17:2. As included in the policy: "Meeting via electronic means shall mean a meeting occurring via teleconference or video conference."

2. **PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS:**

File: BCBI

Effective: upon approval

In revising La. Rev. Stat. Ann. §42:17.14, the legislature requires each public body with such capability, to allow a member of the public with a disability recognized by the Americans with Disabilities Act or his/her designated caretaker to participate in meetings via teleconference or video conference. The Public Participation in School Board Meetings policy has been revised to include basic information stating that a person who requests such participation must certify that they meet the definition of a person with a disability recognized under the Americans with Disabilities Act when they submit, prior to public meetings, their requests to participate.

3. **SCHOOL AND STUDENT SAFETY:**

File EBBB

Effective: upon approval

Act 164 changed the guiding statutes La. Rev. Stat. Ann. §§17:409.2 et seq., known as the School and Student Safety Act. The School and Student Safety policy has been revised to include a

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new statutory definition for “risk is imminent” as well as to reflect changes to the reporting requirements.

4. **ATTENDANCE:**

File JB

Effective: upon approval

BESE requires that provisions for taking attendance for remote or hybrid instruction be included in the Attendance policy. The information added to the Attendance policy is based on Bulletin 741, Louisiana Handbook for School Administrators, Section 1104, Remote Instruction.

5. **STUDENT ABSENCES AND EXCUSES:**

File JBD

Effective: upon approval

Act 318 of the 2023 Louisiana Legislature added a new provision to La. Rev. Stat. Ann. §17:226 that allows three (3) days of excused absences related to students’ mental or behavioral health, if certification is provided in writing in accordance with the student handbook. The Act also revised other related statutes to require that each School Board post the National Suicide Prevention hotline number and a local suicide prevention number, if available, on its website, and on student identification cards (if they are issued).

6. **ADMINISTRATION OF MEDICATION:**

File JGCD

Effective: upon approval

Act 694 of 2018 revised La. Rev. Stat. Ann. §17:436.1 and gave the School Boards an option to include the use of naloxone in case of an opioid overdose emergency. Language has been added to the Administration of Medication policy to allow such use by trained personnel in case of emergencies.

7. **CARPOOL AND BUS LINE SAFETY:**

New Policy EDCB

Effective: upon approval

Act 362 added language to La. Rev. Stat. Ann. §17:81 which requires that School Boards establish policies for carpool and bus line safety for any school that includes any of the grades Kindergarten-5.

8. **CONTINUOUS LEARNING:**

New Policy IDCJ

Effective: upon approval

The School and Student Safety policy has been revised to include a Continuous Learning Plan, which shall be posted to the School Board’s website.

Motion seconded by Mr. Arceneaux and unanimously carried.

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2. The following policy changes are recommended by Jefferson Davis Parish School Board.

CLASS RANKING AND HONOR GRADUATES:

File IHC

Effective: upon approval

Beginning with the incoming 2023-2024 Freshman cohort (2026-2027 Seniors): The calculation of the grade point average (GPA) will use a five - (5.0) point scale for grades earned in the BESE/Board

of Regents approved courses for Advanced Placement (AP), Honors and Dual Enrollment and we will go from honoring valedictorian and salutatorian to honoring honor graduates.

Motion seconded by Mrs. S. LeJeune and unanimously carried.

The following committees had no reports to present:

Building & Grounds - David Doise, Chairman

Insurance - Charles Bruchhaus, Chairman

Transportation - Greg Bordelon, Chairman

16th Section-Charles Bruchhaus, Chairman

Ward II - Phillip Arceneaux, Chairman

Legislative Liaison - Greg Bordelon, Chairman

Long Range Planning - Malon Dobson, Chairman

Food Service - Greg Patterson, Chairman

The Sales Tax report was given by Mrs. Amber Hymel, Tax Collector.

NEW BUSINESS:

Motion by Mr. Bordelon, seconded by Mr. Walker and unanimously carried to approve the 2023-2024 Pupil Progression Plan and authorize the Board President and Superintendent to execute the Formal Submission Statement.

Motion by Mr. Frey, seconded by Mr. Petry and unanimously carried to approve the following non-faculty coaches for 2023-2024 upon completion of LHSAA coaching course certification and Board policy requirements.

1. Jacklyn Sims - WHS Basketball
2. Joseph Broussard - WHS Football

Motion by Mr. Bordelon, seconded by Mr. Petry and unanimously carried to approve the following non-faculty coaches for 2023-2024 upon completion of LHSAA coaching course certification and Board policy requirements.

1. Christopher Monceaux - LAHS softball
2. Keyomi Palfrey - LAHS football

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3. Isaac Woods - LAHS football
4. Jermaine Davis - LAHS football

Motion by Mrs. S. LeJeune, seconded by Mr. Walker and unanimously carried to approve the following out-of-state travel request:

1. EHS and LHS students, teacher/sponsors and chaperones to travel to Indianapolis, TN to attend the National FFA Convention from 10+/30/23 to 11/06/23.

PERSONNEL CHANGES

A. Personnel appointments as determined by the Superintendent:

1. Name, **ALEXIS BREAUX**, IDEA/Federal Funds Assistant Accountant, 08/15/23, re: new position/Wilda Sonnier resignation.
2. Name, **DAVID REED**, JES Principal, 09/01/23, re: David Harper resignation.

B. Personnel changes:

APPOINTMENTS

1. Angelina Herbert, JHS Teacher, 08/07/23, re: Suzanna Bonin resignation.
2. Dennis Bruney, Warehouse/Tech Center Semi-skilled Maintenance Helper, 07/24/23, re: new position.
3. Scott Menard, Warehouse/Tech Center Skilled Carpenter, 07/24/23, re: Drew Duhon retirement.
4. Brittany Manuel, JHS Teacher, 08/07/23, re: Carly Person resigned.
5. Brandi Welch, WHS SPED Teacher, 08/07/23, re: Teresa Stallion transfer.
6. Joseph S. Manuel, HHS Teacher, 08/07/23, re: Kimber Prejean transfer.
7. Cindy Morse, JES SPED Teacher, 08/07/23, re: Hannah Prejean transfer.
8. Jacob Green, HHS Teacher, 07/19/23, re: Amanda Jeffries transfer.
9. Sarah Richard, JHS Teacher, 08/07/23, re: Dianna Hopper resignation.
10. Cornelius Hanger, JES Bus Operator, 08/11/23, re: Eugene Kershaw death.
11. Beverly Dronet, JES Bus Operator, 08/11/23, re: Bertha Benoit retirement.
12. Darren Arceneaux, JHS Teacher, 08/7/23, re: Jeremy Perkins displacement.
13. Erin D. Peavy, HHS Teacher/Coach, 08/07/23, re: Kate Richard transfer.
14. Bobby Rubin, Sr., LAES Custodian, 08/01/23, re: Paige Monceaux resignation.
15. Jaime Gonzales, LAHS Teacher/Coach, 08/07/23, re: Fred Sketoe transfer.
16. Gary Barker, HHS part-time Custodian, 08/01/23, re: new position.
17. Gracie Domingue, JES Paraprofessional, 08/09/23, re: Sarah Chaisson resignation.

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18. Haylie Neal, JES Paraprofessional, 08/098/23, re: Ashley Lewis transfer.
19. Kristan Touchet, JES SPED Paraprofessional, 08/15/23, re: L. Miller leave.
20. Coby Miller, HHS Custodian, 08/21/23, re: Devin Richard transfer.
21. Silver McMahon, FES Teacher, 08/10/23, re: Peter Trent resignation.

TRANSFERS

1. Cleo Williams, LAE Assistant Principal to JHS Assistant Principal, 08/11/23, re: Kimberly Hardy resignation.
2. Paula Thompson, JES Cafeteria Tech to LHS Cafeteria Tech, 08/09/23, | re: Zina Botley transfer.
3. Devin Richard, HHS Custodian to EHS Custodian, 08/01/23, re: Brenda Bushnell retirement
4. Zina Botley, LHS Cafeteria Tech to JES Cafeteria Assistant Manager, 07/31/23, re: Christina LaFosse transfer.
5. Jaylin Johnson, HHS Math/PE Teacher to HHS Elem ESSER Teacher, 08/07/23, re: funding source change.

MATERNITY LEAVES

1. T. Stipek, LAES Teacher, 08/07/23 to 10/02/23.
2. S. Dickens, JES Assistant Principal, 12/11/23 to 01/22/24.

EXTENDED MEDICAL LEAVE

1. A. Benoit, JES Cafeteria Tech, 08/23/23 to 10/31/23.
2. B. Hanks, LHS Clerical Aide, 09/26/23 to 12/31/23.
3. R. Istre, WES SPED Teacher, 08/30/23 to 10/12/23.
4. J. Agent, LAHS Teacher, 07/24/23 to 10/02/23.

RESIGNATION

1. Alise Perkins, JES Teacher, 05/27/23.
2. David Harper, JES Principal, 08/31/23.
3. Kimberly Hardy, JHS Assistant Principal, 08/01/23.
4. Suzanna Bonin, JHS Teacher, 07/31/23.
5. Peter Trent, FES Teacher/Coach, 08/04/23.
6. Janie Fontenot, JES Cafeteria Tech, 08/01/23.
7. Shakeena Celestine, JHS Cafeteria Tech, 08/07/23.
8. Sarah Chaisson, JES Paraprofessional, 07/25/23.

RETIREMENTS

1. Felton Cormier, Warehouse/Tech Center Maintenance Tech, 08/01/23, with 9.5 years of service.
2. Bridget Hanks, LHS Clerical Aide, 12/31/23, with 30 years of service.
3. Debra Y. Leblanc, LHS Paraprofessional, 07/28/23, with 8.67 years of Service.

DISPLACED

1. Jeremy Perkins, JHS non-certified Teacher, 05/27/23.

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UPDATES BY CURRICULUM STAFF

Technology Supervisor, Mrs. Laurie Duhon on the success of the first JDPSB Technology Conference.

SUPERINTENDENT'S COMMENTS NOT REQUIRING BOARD ACTION

1. Hotard updates

EXECUTIVE SESSION

None.

ADJOURN

There being no other business to come before the Board, it was moved by Mr. Dobson, seconded by Mrs. Jones and unanimously carried, to adjourn.

/s/ Paul Trahan, President

ATTEST:

/s/John Hall, Secretary/Superintendent

Note: Items purchased by quotes or bids may be reviewed at the School Board office during normal business hours. All policies can be reviewed at any facility under the jurisdiction of the Jefferson Davis Parish School Board.